



VILLAGE OF KEY BISCAINE

Office of the Village Clerk

Village Council


Franklin H. Caplan, *Mayor*
Mayra P. Lindsay, *Vice Mayor*
Michael W. Davey
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MEMORANDUM

Village Clerk

Conchita H. Alvarez, MMC

June 6, 2013

TO: Honorable Mayor and Members of the Village Council
FROM: Conchita H. Alvarez, MMC, Village Clerk 
RE: Appointment of Special Magistrates

Ordinance 92-14 established the Village's Code Enforcement procedures. Ordinance 2007-5 established a Board of Special Magistrates. The Board of Special Magistrates is responsible for the adjudication of code enforcement and building violations. The Board has the power to:

1. Adopt rules for the conduct of the hearings.
2. Subpoena violators and witnesses for hearings; subpoenas shall be served by the Village Police Department or by the Village staff.
3. Subpoena evidence to hearings.
4. Take testimony under Oath.
5. Assess and order the payment of civil penalties including the placement of liens and fines.
6. Issue orders having the force of law to command whatever steps are necessary to bring a violation into compliance.

Special Magistrates shall be residents of the Village and shall possess outstanding reputations for civic pride, interest, integrity, responsibility and business or professional ability. They shall serve a one year term without compensation. They are appointed by the Mayor with ratification by the Village Council. During the past year Rosemary Sala, Mary DeCastro Foden, Mark Fried, Timothy Stickney and Timothy McCarthy served as Special Magistrates. Nancy Stoner and Michele Estevez served as Alternative Special Magistrate. **Magistrates Sala and Stickney are seeking re-appointment. Alternates Stoner and Estevez are seeking appointment as Magistrates. Magistrates Foden, Fried and McCarthy are not seeking re-appointment at this time.** All of these individuals have provided an outstanding service to the Village.

Servando Parapar has expressed an interest in being appointed as Magistrate and Gabriel Chavarria and Christina Chartouni have expressed an interest in being appointed Alternate.

The appointment will be from November 2012 to November 2013.

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